

**THE MINUTES OF THE REGULAR MEETING OF
THE HOLTVILLE PLANNING COMMISSION
August 20, 2012**

The meeting of the Holtville Planning Commission was held on Monday, August 20, 2012 at 6:00 p.m. in the Civic Center. Commissioners present were Jim Predmore, Ross Daniels and John Paul Wells. Ginger Ward was absent. Staff member present was Glyn Snyder. Alex Meyerhoff was absent. Ex Officio Member Richard Layton and City Planner Justina Arce were present. Martin Gonzalez represented Steve Walker in his absence.

PLANNING COMMISSION OPEN SESSION MEETING CALLED TO ORDER:

Chairman Jim Predmore called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by John Paul Wells.

VERIFICATION OF POSTING OF AGENDA:

Glyn Snyder, Secretary verified that the agenda was duly posted at City Hall on August 17, 2012.

APPROVAL OF MINUTES:

A motion was made by Mr. Daniels and seconded by Mr. Wells to approve the minutes of the regular meeting of June 18, 2012 and the regular meeting of July 16, 2012. All members present were in favor and the motion carried unanimously.

PUBLIC COMMENTS:

None

REPORTS OF CITY OFFICERS AND PLANNING COMMISSIONERS:

These items were requested to be moved after new business to accommodate attendees.

NEW BUSINESS:

PUBLIC HEARING – Discussion/Related Action To Adopt RESOLUTION 12-04 Approving Variance (12-01) From Vision Clearance And Setback Requirements For Baja Desert Tire, Located At 204 W. 5th Street (APN 045-2830-016) – Justina Arce, City Planner

Chairman Predmore opened the public hearing at 6:05 p.m. Ms. Arce provided an overview of project history, variance requirements, and reviewed the staff report presented to the Commission prior to Chairman Predmore requesting public comments. Receiving no public comments from the audience the public hearing was closed at 6:06 p.m. A motion was made by Mr. Wells and seconded by Mr. Daniels to adopt Resolution 12-04 approving variance (12-01) from vision clearance and setback requirements for Baja Desert Tire located at 204 W. 5th Street (APN 045-2830-016). The motion carried 3/0 in the form of a roll call vote. Ginger Ward was absent.

PUBLIC HEARING - Discussion/Related Action To Adopt RESOLUTION 12-05 Approving Conditional Use Permit 12-02 For A Warehousing Facility In The Downtown B Zone For Keithly Williams Seeds – Justina Arce, City Planner

Chairman Predmore opened the public hearing at 6:13 p.m. Ms. Arce provided an overview of project history and reviewed the staff report presented to the Commission prior to Chairman Predmore requesting public comments. Mr. Leo Pilkington of Pilkington Company, Inc. inquired as to whether this would be an appropriate time to address one of the conditions related to design. He was advised by Ms.

Arce that it would be appropriate, however noted that all design review conditions would be acted upon under a following agenda item. Mr. Pilkington addressed the Commission briefly noting concurrence with all conditions except for the stucco finish recommended for the metal building which would be discussed further. Ms. Arce noted that three separate motions would be necessary: 1) a motion regarding the requested parking exemption, 2) a motion regarding the requested five year extension for compliance of parking lot pavement, and 3) a motion regarding Conditional Use Permit 12-02. Receiving no comments from the audience, the public hearing was closed at 6:25 p.m.

A motion was made by Mr. Wells and seconded by Mr. Daniels to issue a parking exemption. All members present were in favor and the motion carried unanimously.

A motion was made by Mr. Wells and seconded by Mr. Daniels to issue a parking lot standard extension of time for compliance. All members present were in favor and the motion carried unanimously.

A motion was made by Mr. Wells and seconded by Mr. Daniels to adopt Resolution 12-05 approving Conditional Use Permit 12-02 for a warehousing facility in the Downtown B Zone for Keithly Williams Seeds. The motion carried 3/0 in the form of a roll call vote. Ginger Ward was absent.

PUBLIC HEARING – Discussion/Related Action To Adopt RESOLUTION 12-06 Approving Vision Clearance And Lot Line Variance 12-02 For Keithly Williams Seeds – Justina Arce, City Planner

Chairman Predmore opened the public hearing at 6:26 p.m. Ms. Arce presented existing conditions and reviewed the staff report presented to the Commission prior to Chairman Predmore requesting public comments. Receiving no comments from the audience, the public hearing was closed at 6:37 p.m. A motion was made by Mr. Wells and seconded by Mr. Daniels to adopt Resolution 12-06 approving vision clearance and lot line variance 12-02 for Keithly Williams Seeds. The motion carried 3/0 in the form of a roll call vote. Ginger Ward was absent.

PUBLIC HEARING – Discussion/Related Action To Adopt RESOLUTION 12-07 Approving Design For New Office/Warehousing Facility For Keithly Williams Seeds – Justina Arce, City Planner

Chairman Predmore opened the public hearing at 6:38 p.m. Ms. Arce provided an overview of the Project Review Committees recommendations and reviewed the staff report presented to the Commission prior to Chairman Predmore requesting public comments. Mr. Pilkington addressed the Commission briefly noting design components that had been incorporated into the project and appealing the need for the stucco finish to the metal building. Mr. Keithly Williams addressed the Commission by communicating that the Keithly Williams Seeds Facility is always well maintained and that the company would continue to do so. The public hearing was closed at 6:52 p.m. A motion was made by Mr. Wells and seconded by Mr. Daniels to adopt Resolution 12-07 approving design for the new office warehousing facility for Keithly Williams Seeds. The motion carried 3/0 in the form of a roll call vote. Ginger Ward was absent.

Discussion/Related Action To Select Preferred Site Amenities For The Alamo River Trail – Justina Arce, City Planner

Ms. Arce presented project history and reviewed the staff report presented to the Commission. Mr. Pete Mellinger expressed concerns regarding access to the Earl Walker Staging Area from Highway 111. Discussion ensued regarding location and access. Being that the item on the agenda only pertained to site amenities, a motion was made by Mr. Wells and seconded by Mr. Daniels to concur with the Project Review Committee regarding preferences of site amenities for the Alamo River Trail. All members present were in favor and the motion carried unanimously.

Discussion/Related Action To Select Preferred Bus Shelters For Downtown Area(s) – Justina Arce, City Planner

Ms. Arce presented project history and reviewed the staff report presented to the Commission. Discussion ensued regarding bus shelter options. A motion was made by Mr. Daniels and seconded by Mr. Wells to concur with the Project Review Committee for preferred bus shelters for downtown area(s). All members present were in favor and the motion carried unanimously.

REPORTS OF CITY OFFICERS:

Quarterly Planning, Quarterly Grant and Quarterly Building Permit reports were provided and reviewed by the City Planner.

REPORTS FROM PLANNING COMMISSIONERS:

None

ADJOURNMENT: Chairman Predmore adjourned the meeting at 7:32 p.m.

Jim Predmore
Chairman

Glyn Snyder
Secretary